

# ***Minutes: Metering Systems and Meter Reading Subcommittee Meeting***

**Thursday, March 30, 2000, 9:00 a.m.  
Salt River Project - 1600 North Priest Dr. Tempe, Arizona 85281**

	<b><i>Topic</i></b>	<b><i>Lead</i></b>	<b><i>Outcome</i></b>	<b><i>Att.</i></b>
1	Welcome, Intro, Sign-In	Stacey Aguayo	Stacey Aguayo welcomed members to the meeting. Participants introduced themselves. Committee members signed the attendance sheet.	1
2	Review Ground Rules	Stacey Aguayo	Participants reviewed the subcommittee's ground rules.	
3	Review Minutes from Subcommittee Meeting (3/16/2000)	Stacey Aguayo	Minutes from the March 16, 2000 subcommittee meeting were reviewed and no changes were made.	
4	Discuss/Resolve Issue # 64	Stacey Aguayo	Participants discussed Issue #64 related to use of decimal places in reads. It appeared that there was consensus that two decimal places should be used, but participants decided that because Issue #64 is related to Issue #65, it would be best to leave issue #64 for discussion by the subcommittee headed by Marv Buck that is addressing Issue #65 and will meet on March 31, 2000.	
5	Review Ideal Data Elements/ Review Draft Forms	Stacey Aguayo	The group decided to address agenda item #s 6 and 8 next. A handout with an updated Ideal Data Elements list was handed out. Participants discussed each element and its most recent designation. Changes were made to elements as needed. An updated UDC Business Rule Comparison was handed out. A draft Existing Meter Information (EMI) form was passed out and discussed. Draft Meter Data Communication Request (MDCR) and Meter Installation/Removal Notification (MIRN) forms were passed out and discussed. The group discussed what computer document format these forms should be done in. June and Renee from SRP will put these forms into Excel format for the next meeting. The group noted that there needs to be a plan to implement these forms.	
6	Review Proposed Arizona Best Practice	Stacey Aguayo	The Proposed Arizona Best Practice for Bundled Customer to Direct Access handout was passed out. This draft document was prepared by APS, SRP, and TEP. Participants discussed this document and agreed to further review it before the next subcommittee meeting.	
7	Review/Comment ESP Hybrid Proposal for Meter Exchange and Switch Dates	Stacey Aguayo	The handout, Meter Exchange and Switch Dates Hybrid ESP Proposal, was provided to participants. This handout was discussed and participants agreed to review it before the next subcommittee meeting.	
8	Review Draft of Subcommittee Report	Stacey Aguayo	A draft of the Metering Systems and Meter Reading PSWG Subcommittee Report was handed out and briefly discussed. Participants agreed to provide comments to Stacey Aguayo by April 11, 2000. The group listed the action items for the next meeting (see Attachment 2).	2
9	Items for Next Meeting (agenda)	Stacey Aguayo	The agenda for the next meeting was created. See the agenda in Attachment 3.	3

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|----|---------------------------------------|---------------|---|
| 10 | Feedback of Meeting from Subcommittee | Stacey Aguayo | Participants gave feedback about the meeting. |
| 11 | Adjourn                               | Stacey Aguayo | The meeting adjourned at 4:00 p.m.            |

Attachment 1- Metering Systems and Meter Reading Subcommittee

**ARIZONA PROCESS STANDARDIZATION WORKING GROUP**  
**Metering Systems and Meter Reading Subcommittee**  
**March 30, 2000 Attendance List**

Subcommittee Meeting Attendees	Organization
Aguayo, Stacey	Arizona Public Service
Brubaker, Wendy	Excelergy
Buck, Marvin	Computer Sciences Corp.
Castillo, Renee	Salt River Project
Cobb, Anne	Trico Electric Cooperative
Gardiner, Caroline	Southwest Energy Solutions
Gray, Bob	Arizona Corporation Commission
Greenrock, June	Salt River Project
Grove, Ken	APS Energy Services
Hughes, Dennis	Navopache Electric Cooperative
Jones, Tim	TeldataFirst Point
Mangan, Ed	Energy Consulting and Design
Molina, Rick	Tucson Electric Power
Mollon, Janie	New West Energy
Pichoff, Darrell	K. R. Saline & Associates
Sheehey, Joe	Tucson Electric Power
Slechta, Eugene	Salt River Project
Sorensen, Tricia	City of Mesa (committee staff)
Wontor, Jim	APS Energy Services

**Action Items Identified at March 30, 2000 Subcommittee Meeting**

Action Item	Discussion
UDCs will discuss the implementation of the new EMI, MDRC, and MIRN forms	Renee and June from SRP will convert the forms to Excel format for the next meeting.
Parties will review the UDC proposal for Arizona Best Practice for Bundled Customer to Direct Access switch	Parties will prepare comments and proposed alternatives for the next meeting.
UDCs will communicate the decimal point decision to MRSPs and ESPs before April 17, 2000	Issue #64 regarding decimal places in reads is set as pending resolution, with two decimal places being the agreed upon result at this point. UDCs will notify MRSPs and ESPs that two decimal places will be used for reads.
Review hybrid ESP proposal on meter exchanges and switch dates.	Parties will review the proposal and be prepared to discuss it at the April 13, 2000 subcommittee meeting.
Comment on draft report by April 11, 2000	Parties should review the draft of the subcommittee report and provide comments to Stacey Aguayo by April 11, 2000.
Review Issues List	Participants should review the issues list to see what issues have been addressed and what issues remain to be addressed.

## Attachment 3 - Metering Systems and Meter Reading Subcommittee

### ***Agenda: Metering Systems and Meter Reading Subcommittee Meeting***

**Thursday, April 13, 2000, 9:00 a.m. - 4:00 p.m. – 1600 North Priest Dr. Tempe, Arizona, Salt River Project Information Systems Building**

	<b><i>Topic</i></b>	<b><i>Lead</i></b>	<b><i>Anticipated Outcome</i></b>	<b><i>Att.</i></b>
1	Welcome, Introductions, Sign-In	Stacy Aguayo	Chair will deliver opening remarks. Committee members will sign the attendance sheet and introduce themselves .	
2	Review Ground Rules	Stacy Aguayo	Chair will review ground rules with the group.	
3	Review minutes from the prior meeting (March 30, 2000)	Stacy Aguayo	Subcommittee members will review the minutes from the previous meeting and make suggestions on any revisions that need to be made.	
4	Discuss implementation of EMI, MDCR, and MIRN forms	Stacy Aguayo	Subcommittee members will discuss implementation of the EMI, MDCR, and MIRN forms.	
5	Review UDC proposal for Arizona Best Practice for Bundled Service to Direct Access switches	Stacy Aguayo	Subcommittee members will discuss the UDC proposal for Arizona Best Practice for Bundled Service to Direct Access switches.	
6	Discuss use of decimal places in reads	Stacy Aguayo	Subcommittee members will discuss the use of two decimal places in reads and implementation of this.	
7	Review hybrid ESP proposal for meter exchanges and switch dates	Stacy Aguayo	Subcommittee members will discuss the ESP proposal for meter exchanges and switch dates.	
8	Review/Comment on draft of subcommittee report	Stacy Aguayo	Subcommittee members will discuss the draft subcommittee report.	
9	Review issues list	Stacey Aguayo	Subcommittee members will review the issues list.	
9	Items for Next Meeting (Agenda)	Stacy Aguayo	The agenda for the next meeting will be developed.	
10	Feedback of meeting from Subcommittee	Stacy Aguayo	Subcommittee members will give their opinions on the meeting.	
11	Adjourn	Stacy Aguayo	The meeting will be adjourned.	